

31 July 1975

Mr. Thomas Meyer
Assistant Director for Executive Operations and Evaluation
Room 6R48, Bureau of Executive Manpower
U.S. Civil Service Commission
1900 E Street, N.W.
Washington, D.C. 20415

Dear Mr. Meyer:

STATINTL

This will confirm my telephone conversation yesterday with Miss Barbara Lamm of your office in which I advised that we would like to substitute Mr. [REDACTED] (Principal) at the Federal Executive Institute's Executive Education Program, 7 September - 24 October 1975. Enclosed is Optional Form 37 on Mr. Walter. I understand that you will notify me of his acceptance. We do not have an alternate at this time.

I regret any inconvenience this change may have caused you.

Sincerely,

[REDACTED]

Executive Secretary
Training Selection Board

STATINTL

Enclosure

STATINTL

ES-TSB: [REDACTED] gcm

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